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CHANDIGARH ADMINISTRATION
HOME DEPARTMENT

Notification

The 18th August, 2025

No.539584-HIII(2)-2025/11337.—In pursuance of section 4(f) of the Bharatiya Nyaya Sanhita, 2023 read with Article 162 of the Constitution of India and the powers conferred under the provisions of BNSS read with Ministry of Home Affairs, Govt. of India Notification bearing No.S.O. No.2506(E) dated 28.06.2024, the Administrator, UT Chandigarh is hereby pleased to make the following guidelines in respect of 'community service', namely :-

CHAPTER-1
PRELIMINARY

1. **Short title and scope of application:**

(i) These guidelines may be called the Union Territory, Chandigarh Community Service Guidelines, 2025.

(ii) These guidelines shall apply to a case where a sentence of community service is to be passed in exercise of the powers under section 23(2) of the Bharatiya Nagarik Suraksha Sanhita, 2023, or section 18(1) (c) of the Juvenile Justice (Care and Protection of Children) Act, 2015, or any other law providing for community service as a form of punishment. However, these guidelines shall in no manner restrict the power of competent authority in assigning appropriate Community based task in addition to the community services mentioned in Appendix A.

(iii) The guidelines are to assist the Competent Authority in assigning appropriate community based tasks to the offenders and to provide a structured framework as well as monitoring mechanism for efficient performance of community service when duly ordered by the Competent Authority.

2. **Definitions:** In these guidelines unless the context otherwise requires:

"**Community Service**" means the community service as defined in section 23 of the Bharatiya Nagarik Suraksha Sanhita.

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(ii) **"Competent Authority"** means a Court of law under section 23(2) of the Bharatiya Nagarik Suraksha Sanhita, 2023, or a Board under section 18(1) (c) of the Juvenile Justice (Care and Protection of Children) Act, 2015, or any other officer/authority notified by the State Government for this purpose under any other law.

(iii) **"Designated Officer"** means an officer mentioned in APPENDIX-A, or any other officer directed by the Competent Authority to supervise and monitor the community service performed by a convict.

(iv) **"Geo-tagged/GPS location enabled photograph/video"** means the photograph(s) or video(s) taken with the help of any electronic device with such camera or application wherein the date, time and location are displayed on the photograph(s) or video(s).

(v) **"Nodal Officer"** means an officer authorized by the designated officer as defined in Rule 2(iii) who shall monitor the community service performed by an offender on day to day basis.

CHAPTER-II

KINDS OF COMMUNITY SERVICE AND SUPERVISORY MECHANISM

3. The decision as to what should be the nature and form of community service to be rendered by the convict will solely be at the discretion of the Competent Authority. While ordering such a punishment various factors like age, educational and professional qualification, physical and mental capability, and skill set of the convict may be some guiding factors for the Competent Authority.

4. While passing a sentence of community service, some illustrative kinds of 'community services' mentioned in APPENDIX-A of these guidelines may be considered.

5. Every order of community service as a form of punishment may specify:

(i) the exact number of hours or days for which a convict shall perform the community service and time frame within which the whole punishment of community service is to be completed.

(ii) the place where the convict shall perform the community service;

(iii) the designated officer who shall supervise and monitor the community service performed by the convict;

(iv) the last date by which the performance of community service is to be completed; and

(v) the term of imprisonment/ fine in case of default in performing community service.

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6. Every order of performance of community service as a form of punishment may also prescribe a suitable supervisory and monitoring mechanism for actual performance of the community service by the convict.

7. Community service should generally be awarded to first-time offenders.

8. An order of performance of community service may also prescribe the format of compliance report submitted by the Designated Officer, if any;

Explanation. The manner of compliance may include the attendance record, preferably the biometric attendance record, Geo-tagged/ GPS location enabled photographs or such short video on daily basis of the convict while rendering the community service along with date, time and location of place. The said report should be signed or attested by the Designated Officer, or any other officer so tasked by the Competent Authority.

(*By order and in the name of the Administrator, Union Territory, Chandigarh)*

Dated Chandigarh,
The 14th August, 2025.

RAJEEV VERMA, IAS
Chief Secretary,
Chandigarh Administration.

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APPENDIX-A

(See Clauses 2(iii) and 4 of these guidelines)

Sr. No	Description of Community Service	Place/Office of Community Service	Designated officer
1.	Cleaning/maintenance of Hospital wards and peripherals.	Government Hospital/community Health Centers/Government dispensaries	(i) Medical Superintendent/ Principal Medical Officer in case of a District or sub-Division Hospital . (ii) Senior Medical Officer/ Medical Officer in case of a Community Health Center.
2.	Cleaning/maintenance of office, stock area, and peripherals; Arranging/Listing of Books, dusting of study area, books, chairs, tables, electronic appliances etc., binding of books, any clerical assistance	UT Secretariat/DC Office /Any Government Library	Superintendent Establishment, Superintendent DC Office/ Librarian/ Officer-in-charge
3.	Cleaning of classrooms, library, labs, grounds and peripherals	Government Educational Institutions	District Education Officer/Principal/ Headmaster
4.	Assist the Municipal bodies' cleaning staff in cleaning/maintenance and remove of weeds from roadsides.	Municipal area	Chief Engineer - Municipal Corporation, UT Chandigarh.
5.	Cleaning/maintenance of public buildings and public places	Public offices/places *viz.* bus stand, railway stations, sports stadium etc.	Officer-in-charge concerned
6.	Traffic regulation, crowd regulation, premises/station cleaning, common areas maintenance.	Police Station	Station House Officer

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Sr. No	Description of Community Service	Place/Office of Community Service	Designated officer
7.	Plantation, cleaning, maintenance, disposal of Horticulture waste etc.	Public Parks/Space/Community Centre/ Municipal area/ any other local authority	i. Chief Engineer - Municipal Corporation, UT Chandigarh. ii. Chief Engineer, Engineering Department, UT Chandigarh.
8.	Cleaning/Maintenance/help in geriatric/other cases.	Old age homes/ Mental Health Institutes/ Hostels/social welfare department buildings.	Director Principal, Govt. Medical College, Sector-32 Chandigarh, Director Social Welfare, Chandigarh, Warden/ Officer-in-charge
9.	Tree Planting, plantation drive, environmental protection programmes, watering, weed removal and maintenance work	Forest area/Government Nurseries, public spaces.	Forest Ranger/ Officer-in-charge
10.	Cleaning/Maintenance or clerical assistance/cleaning activities in Swachh Bharat Mission, sanitation campaigns.	Urban Local Bodies/Zoo/Museums/ Gaushala/Veterinary Clinics/market place/ roadsides/Amrit Sarovar/streets/drains/ public spaces etc.	Chief Engineer - Municipal Corporation, UT Chandigarh. Medical Officer of Health, Municipal Corporation, UT Chandigarh. Local Authority Curator/Officer Incharge. Veterinary Officer, Animal Husbandry, UT Chandigarh.
11.	Serve in Blood donation camps/institution of specially-abled persons.	District Red Cross Society/Institute concerned	Secretary, Indian Red Cross Society, Officer-in-charge, UT Chandigarh Unit.
12.	Serve in installation, removal or maintenance work relating to street lights, sign boards, wall painting, hoardings etc.	Municipal area/ Panchayats' area.	Chief Engineer- Municipal Corporation, UT Chandigarh.
13.	Social Audit surveys like identifying pit pot holes,	Area falling under the jurisdiction of	Chief Engineer, Municipal Corporation, Chandigarh,

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Sr. No	Description of Community Service	Place/Office of Community Service	Designated officer
	blind spots without street lighting/survey regarding status of public amenities like drinking water etc.	department concerned	Chief Engineer, Engineering Department, UT Chandigarh.
14.	Participating in government programmes/ Schemes which promote social/behavioural change such as Beti Bachao Beti Padhao, Nasha Mukt Abhiyan U.T. Chandigarh and in development scheme of Government by way of Sharmdaan and any other welfare scheme/Programme of Government from time to time.	Area falling under the jurisdiction of department concerned	Officer-in-charge of the Programme.
15.	Community Service for Juvenile in Conflict with Law- (i) Participating or pursuing specialized National Cadet Corps (NCC), National Service Scheme (NSS) or other vocational training programmes. (ii) Engagement in sports activities, literacy programmes, environmental projects etc.	Office of the department concerned	Head of Institution/Controlling Authority of NCC/NSS/Vocational Programme. Head of Office/ Officer-in-charge.
16.	Community Service for Women- (i) Assisting or rendering services in Nari Niketan, Working Women's Hostels, Anganwadi Centres, Creches	Office of the department/Institution concerned.	Head of Institution/Warden/Child Development and Project Officer.

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Sr. No	Description of Community Service	Place/Office of Community Service	Designated officer
	(ii) Assisting or rendering services in Mid-day meal preparation, Maternity wards of Civil Hospital/ Community Health Centres.	Office of the department/Institution concerned.	Principal / Headmaster / Principal Medical Officer / Senior Medical Officer.
	(iii) Any other workplace suitable for women to render community service under the control of any Government department/Govern-ment Society, urban or rural local bodies, Red Cross Society or any registered Non-Governmental Organization (NGO).	Office of the department/Institution concerned.	Head of Institution/Officer-in-charge at District Level.

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CHANDIGARH ADMINISTRATION
(TECHNICAL EDUCATION DEPARTMENT)

Notification

The 18th August, 2025

No. 525014/873/2025/1701.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with Government of India, Ministry of Home Affairs, Notification S.O. No. 3267, dated 1st November, 1966 and in supersession of Government Central Craft Institute for Women, Chandigarh (Group C) Recruitment Rules, 1999 in respect of the post of Hostel Supdt.-cum-PTI only, the Administrator, Union Territory, Chandigarh makes the following rules, regulating the method of recruitment to the Group 'B' post i.e., Hostel Supdt.-cum-PTI in the Government Industrial Training Institute for Women, Chandigarh namely :-

1. Short title and commencement :-

(1) These rules may be called the Government Industrial Training Institute for Women, Chandigarh (Group 'B') (Non Gazetted Non Ministerial) Recruitment Rules, 2025.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Application :

These rules shall apply to the posts specified in column No.1 of the Schedule annexed to these rules.

3. Number of posts, classification and scale of pay : -

The number of posts, their classification and the scales of pay shall be as specified in columns 2 to 4 of the said Schedule.

4. Method of recruitment, age limit and qualification, etc :-

The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said Schedule.

5. Disqualification: No person, -

(a) Who has entered into or contracted a marriage with a person having a spouse living

OR

(b) Who, having a spouse living, has entered into or contracted a marriage, with any person, shall be eligible for the appointment to the said posts:

Provided that the Administrator, Union Territory of Chandigarh may, if satisfied that such marriage is permissible under the personal Law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt, any person from the operation of this rule.

6. Power to relax :-

Where the Administrator, Union Territory, Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission, New Delhi relax any of the provisions of these rules in respect of any class or category of persons.

7. Savings :-

Nothing in these rules shall effect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by Central Government from time to time in this regard.

PRERNA PURI, IAS,
Secretary, Technical Education,
Chandigarh Administration.

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SCHEDULE

Government Industrial Training Institute for Women, Chandigarh (Group 'B') (Non-Gazetted) (Non Ministerial) Recruitment Rules, 2024			
Organization : Govt. Industrial Training Institute for Women , Sector 11-C, Chandigarh. **Ministry :**Chandigarh Administration. **Department :**Technical Education, Union Territory, Chandigarh.			
(1)	**1.**	**Name of the Post**	HOSTEL SUPDT.-CUM-PTI
	2.	No. of Post	01 (2024) *Subject to Variation depending on workload.
	3.	Classification	General Central Service Non-Gazetted, Non-Ministerial Group'B'
	4.	Pay Level in the Pay Matrix	Level-6 as per 7th CPC
	5.	Whether Selection Post or Non-Selection Post	NA
	6.	Age Limit for Direct Recruits	Not Exceeding 30 years (Relaxable for Govt. servants up to 5 Yrs in accordance with instructions or orders issued by Central Govt.) 6(a) **Crucial Description:** The crucial date for determining the age – limit shall be the closing date for receipt of applications from candidates in India (and not the closing dated prescribed for those in Assam, Meghalaya , Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sib Division of Chamba district of Himachal Pradesh , Andaman & Nicobar Islands or Lakshadweep.)
	7.	Educational and other Qualification required for Direct Recruits	**Qualification:** (i) Bachelor's Degree in Physical Education from any University/Institution recognized by Central / State Government (ii) Only female candidate shall be eligible for the post Note: The candidate(s) have to submit the certificate of training in Information Communications Technology (ICT), Skills at the time of their appointment as per instructions issued by Chandigarh Administration vide No.28/69-IH(12)/ Pers. and Trg21098/17927 dated 25.11.2019. **Experience:** Two years'experience in administration/cash/accounts work / maintaining Hostel for students of the recognized Educational Institutes or organizations; **Desirable :** Qualification: Not Applicable Experience: Not applicable

			Qualification Standard Note: Qualifications are relaxable at the discretion of the S.S.C./Competent Authority, for the reasons to be recorded in writing, in the case of candidates otherwise well qualified. **Experience Standard Note:** The qualification(s) regarding experience is /are relaxable at the discretion of the S.S.C. / Competent Authority, for reasons to be recorded in writing in the case of candidates belonging to Schedule Castes or Scheduled Tribes if at any stage of selection the S.S.C./ Competent Authority , is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
	8.	Whether age and educational qualifications prescribed for Direct Recruitment will apply in the case of promotees	**Age**: Not Applicable **Edu. Qual:** Not Applicable
	9.	Period of probation, if any	Remark: 02 years (Successful Completion of mandatory Induction Training of at least two weeks duration shall be the prerequisite for completion of probation.)
	10.	Method of Recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.	100% By Direct Recruitment.
	11.	In Case of Recruitment by promotion/ deputation/ abs grades from which prom/dep./abs to be made.	Not Applicable **Standard Note:** NA
	12.	If a Departmental Promotion Committee exists, what is its composition	**Department Promotion Committee:** Not Applicable **DCC for Confirmation** 1.Secretary, Technical Education, Chandigarh Administration **(Chairman).** 2.Special/ Additional/ Joint Secretary (Personnel), **(Member)** 3.Director Social Welfare of their representative **(Member)**
	13.	Circumstances in whichUPSC is to be consulted in making recruitment	Not Applicable

CHANDIGARH ADMINISTRATION
HOME DEPARTMENT

Notification

The 13th August, 2025

No. 17/15/24-IH(6)-2025/11171.—The Administrator, Union Territory, Chandigarh is pleased to constitute a State Level Implementation Committee (SLIC) to implement and monitor National Mission on Monuments and Antiquities activities in Union Territory, Chandigarh for a period of two years comprising of following :-

1.	Secretary Culture, Chandigarh Administration	..	Chairperson
2.	Director, Government Museum & Art Gallery, U.T. Chandigarh	..	Member
3.	Director (NMMA), ASI, New Delhi	..	Member
4.	Regional Director, ASI	..	Member
5.	Two experts nominated by State :-		
	i. Professor Jagtej Kaur Grewal, Department of Art History and Visual Arts, Panjab University, Chandigarh.	..	Member
	ii. Professor Renu Thakur, Department of Ancient Indian History, Culture and Archaeology, Panjab University, Chandigarh	..	Member
6.	Two experts nominated by GOI	..	Member
7.	Superintending Archaeologist, ASI.	..	Member Secretary

The above committee shall oversee successful implementation of mission activities/mandate in the Union Territory of Chandigarh. It will identify professional institutions and individuals who can undertake projects relating to documentation of built heritage, sites and antiquities. It would also liaise with NMMA at the National level and periodically review the progress of documentation work. The periodicity of meeting is quarterly in a year.

Chandigarh, dated
The 11th August, 2025.

MANDIP SINGH BRAR, IAS,
Secretary Culture,
Chandigarh Administration.

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